



HEA Members Code of Conduct and Ethics

Version 1.02 28 September 2013

The Home Education Association Incorporated upholds the principle that parents are primarily responsible for the education of their children.

The HEA is a child-safe and child-friendly organisation, which recognises that all children (persons under the age of eighteen years) should be protected from situations that would jeopardise their general welfare and safety. HEA Members are expected to act in the best interests of children and to recognise and respect children as active and contributing members of the Association.

Adherence to the Code of Conduct and Ethics is a condition of HEA membership and attendance at HEA events. Being committed to the safety and welfare of its Members, the HEA considers it essential practice for Members to operate in accordance with the Code. This Code of Conduct is expected of all Members (including both adults and children within families registered as HEA Members).

At all times Members should act responsibly and appropriately while attending activities and events as HEA Members.

Events and activities are recognised as Home Education Association Inc event when the activity is notified beforehand using the HEA online notification form or by email.

HEA Members agree to:

- closely supervise and be fully responsible for children under their personal care and supervision. Before the commencement of HEA activities, parents and guardians are to personally notify the HEA organiser if children are left in the care of another responsible adult. Emergency contact details should be left with the organiser;
- ensure that written permission is given by parents and legal guardians for children (persons under the age of eighteen years) to participate in HEA activities (minimum requirement equals parent/guardian signature and names of children on an attendance register);

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- be lawful and conduct themselves in a manner that brings credit to the HEA and the practice of home education;
- ensure that venues are safe and healthy environments, spaces and places which enhance Members' learning, development, engagement, initiative, self-worth and dignity;
- take appropriate action to prevent – and, when necessary, intervene to stop – unacceptable, violent and threatening behaviour, such as physical, sexual or verbal abuse, bullying, tormenting or ridicule;
- behave without discrimination as set out by equal opportunities legislation in each state.
- acknowledge the uniqueness and potential of all Members and respect the diversity of home education practice;
- maintain confidentiality of information regarding the HEA and its Members not generally available to the public and respect the right of Members to privacy;
- act with honesty and integrity when dealing with property, monies and any other assets belonging to other people and the HEA;
- take care and consideration of the buildings, facilities and property which are used for HEA events and activities and report damage to the organiser and ensure arrangement is made for appropriate action to remedy the situation on the same day;
- not use the HEA in any way for inappropriate personal gain of any kind;
- not use the HEA and/or its events and services to promote their own beliefs, behaviours or practices where they are incompatible with the HEA Constitution and Objectives;
- abide by the complaints process as set out in the HEA Constitution.

Any person who willfully infringes the Code of Conduct and Ethics will be liable to disciplinary action from the HEA Committee, which may include counseling, suspension, expulsion and/or legal action.

This Code of Conduct will be publicly available on the Home Education Association Inc. (HEA) website.

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